



# CITY COUNCIL

## AGENDA REQUEST

AGENDA OF:	09-07-10	AGENDA REQUEST NO:	III-I
INITIATED BY:	HOWARD CHRISTIAN UTILITIES OPERATIONS MANAGER	RESPONSIBLE DEPARTMENT:	UTILITIES
PRESENTED BY:	HOWARD CHRISTIAN UTILITIES OPERATIONS MANAGER	DEPARTMENT HEAD:	SUELLEN STAGGS <i>SS</i> DIRECTOR OF UTILITIES
		ADDITIONAL DEPARTMENT HEAD (S):	N/A
SUBJECT / PROCEEDING:	WATER METERS PURCHASE ACCEPT LOW BID AND AUTHORIZE CONTRACT		
EXHIBITS:	BID TABULATION CONTRACT		
CLEARANCES		APPROVAL	
LEGAL:	AARON DOBBS <i>TAD</i> ASSISTANT CITY ATTORNEY	EXECUTIVE DIRECTOR:	N/A
PURCHASING:	TODD REED PURCHASING MANAGER <i>(P)</i>	ASST. CITY MANAGER:	KAREN DALY <i>kd</i>
BUDGET:	BRYAN GUINN <i>BG</i> BUDGET MANAGER	CITY MANAGER:	ALLEN BOGARD <i>Allen Bogard</i>
BUDGET			
EXPENDITURE REQUIRED: \$		69,779.85	
CURRENT BUDGET: \$		85,000.00	
ADDITIONAL FUNDING: \$		N/A	
RECOMMENDED ACTION			
Accept the low bid and authorize a contract with HD Supply Waterworks Inc. for displacement and turbine type meters in a maximum amount of \$69,779.85.			

## EXECUTIVE SUMMARY

On Thursday, July 22, 2010, the City received three sealed bids for the purchase of displacement and turbine type water meters for new service installations and the replacement of worn and inoperable meters within the water system. The Utilities Department estimated quantities of each size meter usually purchased per year and used the estimate as a basis for bidding estimates. The bid documents included the estimated quantities of each type and size of meter to give a weighted average of the overall cost of the meters. The bid document specifies that the quantities are estimates and do not obligate the City to purchase more than the actual number of meters needed.

The apparent low bidder who submitted pricing for all the meter categories was Hersey Meter Company, but they failed to meet the specifications on several meter classifications. HD Supply Inc, was the low bidder to meet all specifications and will supply Neptune water meters. The City has purchased Neptune water meters from HD Supply in the past and has been satisfied with their ability to meet the contractual obligations. The Neptune meters being provided meet all American Water Works Association, State and City specifications and have an excellent performance record in the water utility industry.

Meters purchased for new connections are placed in inventory and costs are allocated to the budget at the time they are used to the Utilities Customer Service Division account number 050-5015-550-25-01, Other Supplies. Meters that are used by the contract utility service provider in the replacement program and billing related change-outs for the coming year are funded in accounts 050-5015-550-33-01, Contractual Services. Upon execution, the contract is effective for one year with an option for two one-year extensions.

The Utilities Department recommends the City Council accept the low bid and authorize a contract with HD Supply Inc. in a maximum amount of \$69,779.85

## EXHIBITS

	Meter Size & Cost Each	No. Meters w/ Total Cost	Meter Size & Cost Each	No. Meters w/ Total Cost	Meter Size & Cost Each	No. Meters w/ Total Cost	Meter Size & Cost Each	No. Meters w/ Total Cost
	5/8 X 3/4D	700	3/4 X 3/4D	100	1"D	100	1 1/2"D	4
HD Supply	\$40.00	\$28,000.00	\$55.80	\$5,580.00	\$85.21	\$8,521.00	\$184.05	\$736.20
Hersey Meters*	\$36.10	\$25,270.00	\$60.00	\$6,000.00	\$82.74	\$8,274.00	\$173.85	\$695.40
Badger Meter	\$36.40	\$25,480.00	\$59.00	\$5,900.00	\$88.00	\$8,800.00	\$207.50	\$830.00
	2"D	35	1 1/2" T	10	2"T	35	Total Cost	
HD Supply	\$271.05	\$9,486.75	\$379.47	\$3,794.70	\$390.32	\$13,661.20	\$69,779.85	
Hersey Meters*	\$255.38	\$8,938.30	\$294.50	\$2,945.00	\$337.25	\$11,803.75	\$63,926.45	
Badger Meters	\$307.50	\$10,762.50	\$404.50	\$4,045.00	\$405.00	\$14,175.00	\$69,992.50	

\*Bid disallowed 1 1/2 and 2 turbines bid class I not class II

**CITY OF SUGAR LAND**  
**STANDARD CONTRACT FOR SUPPLIES**  
Over \$50K - Form Revised 3/24/10

**I. General Information and Terms.**

Supplier's Name and Address: HD Supply, Inc.  
7022 Easthaven  
Houston, Texas 77017

Description of Supplies: Water Meters used in Operations and Maintenance of the City's  
Utility System

Maximum Contract Amount: \$69,779.85

Effective Date: On the latest date of the dates executed by both parties.

Termination Date: (See III C)

Contract Parts: This Contract consists of the following parts:

- I. General Information and Terms
- II. Signatures
- III. Standard Contractual Provisions
- IV. Additional Terms or Conditions
- V. Additional Contract Documents

**II. Signatures.** By signing below, the parties agree to the terms of this Contract:

**CITY OF SUGAR LAND**

**SUPPLIER:**

\_\_\_\_\_  
City Manager or Assistant City Manager

By: 

Date: \_\_\_\_\_

Date: 7-29-2010

Reviewed for Legal Compliance:



HDwatermetercon  
7/28/10